

ADMINISTRATIVE - INTERNAL USE ONLY

14 September 1984

STAT

[redacted]
Executive Secretary

History Staff Bi-Weekly

We received two requests for an unpublished history of USIB written by James Lay. One came from the History Staff of the National Security Agency, and Ken is checking on whether it can be released to them. The other came from NFIB. Walt Elder, now under contract with us, volunteered to call his old office to tell them where their own copy is located.

Ken is engaged in discussions with DO, IPD, and OGC about reaching an agreed position on the FOIA request for Jack Pfeiffer's history of The Bay of Pigs.

Ken and Bob attended (official) a symposium on Harry Truman last Friday at the Wilson Center. Ken and [redacted] attended (unofficial) the annual dinner meeting of the Society for History in the Federal Government on Wednesday, 12 September.

STAT

Diane conducted our portion of the annual one-week ISOO count on classified documents produced. We had none. She also logged in about 400 documents on Vietnam from the Johnson Library for which the State Department historians are seeking declassification and release for publication in their Foreign Relations of the United States series.

STAT

[redacted] handled a serious problem with our Wang equipment. We had had a "soft crash" late last month, necessitating major repairs. The system went out again last Friday and we had three more "down" days. This time the trouble was traced to our having been given the wrong software (a set designed for another Wang model) by the company support analyst during the previous crisis. The faulty software aggravated the worn condition of the hardpack, which had to be replaced.

STAT

[redacted] points out three problems she encountered: no readily available system or instruction for dealing with such crises; no designated channel to find out how to securely dispose of the damaged hardpack; and no standard system for maintaining a reserve hardpack. She is requesting through DCI Logistics a second hardpack to serve as an alternate.

[redacted] will be attending a three-day OTE management seminar next week on "Interface: Women and Men Working Together."

STAT

ADMINISTRATIVE - INTERNAL USE ONLY

ADMINISTRATIVE - INTERNAL USE ONLY

Diane was to have attended a two-day course at OTE this week on "Getting Your Ideas Across." She was ill on the first day, so is being re-scheduled for another running of the class.

Don will be on annual leave from 17 to 21 September. will be on annual leave from 20 to 28 September.

STAT

1st

STAT

History Staff

Distribution:

- Orig - Addressee
- 1 - C/HS
- 1 - DC/HS
- ~~1~~ - HS Chrono
- 1 - Bi-Weekly File

ADMINISTRATIVE - INTERNAL USE ONLY